

NORTH-WEST UNIVERSITY [®] YUNIBESITI YA BOKONE-BOPHIRIMA NOORDWES-UNIVERSITEIT INSTITUTIONAL OFFICE

Library

Registering for EBSCOhost

- 1. From the Library webpage: <u>http://library.nwu.ac.za/</u>
- 2. Select Databases



- 3. E ... EBSCOhost
- 4. The following registering procedure as provided by EBSCO under their *Help* function Whenever you sign in to any of these interfaces, you will be able to save search results, persistent links to searches, search alerts, journal alerts, and web pages to your personal My EBSCO*host* folder.

Sign In	🧀 Folder	Preferences	Languages	Help
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To set up a personal account:

1. Click the **Sign In** in the top toolbar of the screen.

Sign In	Folder	Preferences	Languages +	Help
				<u>vu</u> °

2. From the Sign In Screen, click the Create one now link.

EBSCO	Dhost
Sign In Username/Email	
Password Forgot your Password?	Show
Sign In Don't have an accour <mark>t? Cr</mark>	eate one now

4. The **Create Account Screen** appears. Fill in the fields on the Create Account Screen.

When you create a new My EBSCO*host* folder account, or are updating the existing password for your account, you are required to create a strong password.

When your password meets the requirements, the indicator displays that your password is strong and you can retype the password in the next field to confirm it.

First Name	Last Name
Demonstration	Customer
Email	
name@address.edu	
Confirm Email address	
name@address.edu	
leemame	
Jsername demonstrationuser	
Username demonstrationuser Create a Password	@ Show
Jsername demonstrationuser Create a Password	⊛ Show
Jsername demonstrationuser Create a Password •••••••• • 1 number	⊛ Show
Username demonstrationuser Create a Password •••••••• • 1 number • 1 special character	⊛ Show ✔ ◀
Username demonstrationuser Create a Password • 1 number • 1 special character • 6 character minimum	● Show
Username demonstrationuser Create a Password • 1 number • 1 special character • 6 character minimum Confirm Password	Show

5. Check the box to consent to EBSCO's Personal Data Retention and Usage policy.

You can read the Personal Data Retention and Usage policy by clicking the **link**. If you opt to not consent to the policy, you will be unable to continue creating an account.

You can read the F not consent to the	Personal Data Retention and Usage policy by clicking the link. If you opt to policy, you will be unable to continue creating an account.
	Yes. I consent to the collection of this personalized data, and I understand the processing of my personal data is covered under my institution's contract with EBSCO.
	➢ Personal Data Retention and Usage
	Continue

- 6. When you have completed filling out your information, click **Continue**.
- If your information was accepted, a message appears that confirms your account has been created. To log into your account, click the **Click here** link and provide your login credentials. You should note the username and password you created so you can log in at a future session.

Note: When signing in to My ESBSCO*host* with your credentials, enter the **username** you created or your **email address** if you opted to use that as your username.